

**Fee - \$349 per day**

**Early Registration**

**Discount** \$329 for online registration or if payment is received by **May 24, 2016**

**Friday  
June 24, 2016**

**REGISTER NOW**

[www.eetraining.eeoc.gov/tapsmain.html](http://www.eetraining.eeoc.gov/tapsmain.html)

By registering for a Training Institute event, you agree to all applicable Institute policies.

**ENHANCE YOUR EEO KNOWLEDGE** at the **2016 EEOC Durham Technical Assistance Seminar** sponsored by the **EEOC Charlotte District Office**. The seminar will be held at the **Sheraton Imperial Hotel & Convention Center**.



# EEOC Durham Seminar

**U.S. Equal Employment Opportunity Commission**

**2016 SEMINAR LOCATION**

**Sheraton Imperial  
Hotel & Convention  
Center**

4700 Emperor Blvd  
Durham, NC 27703  
919-941-5050

**Hotel Arrangements**

Registrants are responsible for their own arrangements

Participant materials will be available for download and/or e-mailed prior to the day of the seminar.

**EVENT Code: 16T-CHA-02**

**TRAINING YOU CANNOT AFFORD TO MISS!**  
Join us for the best in EEO training, from the experts who enforce the law.



**EEOC**  
**Training Institute**  
*...Learn from the Experts*

**Questions about the seminar?**

**Travis Nicholson**  
**Charlotte District Office**  
(704) 954-6425  
(704) 954-6529 FAX  
[travis.nicholson@eeoc.gov](mailto:travis.nicholson@eeoc.gov)

# U.S. Equal Employment Opportunity Commission

## EEOC Durham Seminar

Friday  
June 24, 2016

### CANCELLATIONS, REFUNDS, NO SHOWS

Cancellations received more than **10 business days** prior to the seminar are eligible for a refund less a \$35 processing fee. No shows are not eligible for a refund. Substitutions may be made prior to the beginning of the seminar.

### WHO SHOULD ATTEND?

- Human Resources
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Union Officials
- Federal EEO Staff (seminar approved for EEO Investigator Refresher credit)

### Training Institute Policies - Event Code: 16T-CHA-02

**PAYMENT - \$349 for the day.** Fee includes seminar, lunch, refreshments at breaks and an eight volume 2016 EEO library on a **CD**. **PAYMENT MUST ACCOMPANY REGISTRATION.** *EEOC Tax ID Number: 52-0812909*

#### GET A DISCOUNT PRICE of \$329 when

1) registering on-line at [www.eetraining.eeoc.gov/tapsmain.html](http://www.eetraining.eeoc.gov/tapsmain.html) before June 23, 2016.

2) mailed registrations are postmarked on or before May 24, 2016. All mailed payments postmarked after May 24 are subject to the \$349 registration fee. Checks **received after** May 24 containing insufficient funds will be returned. **NOTE:** All credit card charges will be listed as **EEOC Training Institute** on your statement.

MAIL registration forms and checks to:  
EEOC TRAINING INSTITUTE, 6841 ELM STREET, SUITE 1092, MCLEAN, VA 22101

**STATE AND LOCAL GOVERNMENT REGISTRANTS: NOTE:** To request an invoice (to secure payment via **check or credit card**) please call or e-mail the EEOC Training Institute. **Registration** confirmation is issued **after** payment is received by the EEOC Training Institute.

**FEDERAL GOVERNMENT REGISTRANTS USING IPAC (Intra governmental payment and collection):** Federal agencies must complete the EEOC's Inter Agency Agreement Form (IAA Form) at the time of registration.

**REGISTER ONLINE - [www.eetraining.eeoc.gov/tapsmain.html](http://www.eetraining.eeoc.gov/tapsmain.html)**  
Credit card and electronic bank check registrations will receive immediate confirmation.

**REGISTRATION QUESTIONS:** Visit the website [www.eetraining.eeoc.gov](http://www.eetraining.eeoc.gov) or contact our customer service staff at 703-291-0880 or toll free 1-866-446-0940; or send an e-mail to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov) for more information TTY# 1-800-828-1120.

**CONFIRMATION:** Registrants will receive e-mail confirmation upon receipt of a complete registration and payment. Space is limited, so register early, preferably at least 14 days prior to the seminar. Late registrations will be accepted on a space-available basis. **Bring your e-mail confirmation to the seminar.**

**REASONABLE ACCOMMODATION REQUESTS —** If you need an accommodation, please note it on the registration form and we will contact you.

# U.S. Equal Employment Opportunity Commission

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Friday  
June 24, 2016



### Schedule

7:15 a.m.  
Registration

8:00 a.m.  
Start

12:30 p.m.  
Lunch (Provided)

4:30 p.m.  
End

### Let the EEOC Be Your Trainer!

Experienced EEOC Staff will come to your worksite and provide training on popular EEO topics such as Harassment, EEO Overview, ADA Reasonable Accommodation and more.

For more information contact:  
Travis Nicholson,  
Outreach & Education  
Manager, (704) 954-6425  
[travis.nicholson@eeoc.gov](mailto:travis.nicholson@eeoc.gov)

- 7:15 a.m. **Registration and Continental Breakfast**
- 8:00 a.m. **Welcome and Opening Remarks**  
*Reuben Daniels, Jr., Esq., Director, EEOC Charlotte District Office*
- 8:15 a.m. **The EEOC Today - Updates and Developments**  
*Presenter To Be Announced*
- 9:15 a.m. **Substance Abuse and Mental Health Issues - Understanding Employer Rights and Responsibilities under the ADA**  
*Mason G. Alexander, Esq., Regional Managing Partner, Fisher & Phillips, LLP*
- 10:15 a.m. **BREAK**
- 10:30 a.m. **Religion and National Origin Discrimination - Issues and Intersection**  
*Presenter To Be Announced*
- 11:30 a.m. **Hot Issues in Labor and Employment Law - A Plaintiff Attorney's Perspective**  
*Presenter To Be Announced*
- 12:30 p.m. **LUNCH - Announcements and Raleigh Area Office Updates**
- 1:45 p.m. **Social Media - Harassment, Bullying, and Hiring Issues in the Workplace**  
*Presenter To Be Announced*
- 2:15 p.m. **Retaliation - Causes and Consequences**  
*Regina Stephens, Esq., Supervisory Administrative Judge, Charlotte District Office*
- 2:45 p.m. **Uniformed Services Employment and Reemployment Rights Act - Information for Employers**  
*Presenter To Be Announced*
- 3:00 p.m. **Capital Area Reentry Council - Dispelling Myths and Misconceptions**  
*Presenter To Be Announced*
- 3:15 p.m. **BREAK**
- 3:30 p.m. **Speaker Panel - Q & A on the Afternoon Session Topics**
- 4:30 p.m. **ADJOURN**

This program has been submitted to the HR Certification Institute for review and SHRM recertification credits are being sought. Refresher training requirement for federal agency EEO (counselors, investigators and/or mediators) has been approved.

# EEOC DURHAM SEMINAR 2016

Please print and  
use a separate form  
for each attendee

## \* PAYMENT IS REQUIRED PRIOR TO TRAINING

Have you attended an  
EEOC-sponsored seminar,  
course or conference in the  
last 5 years? ☐ Yes ☐ No

### # Employees at your facility?

- ☐ Under 50  
☐ 50-99  
☐ 100-249  
☐ 250-499  
☐ 500-999  
☐ 1,000+

### Your Organization:

- ☐ Federal Gov't  
☐ State/Local Gov't  
☐ Private

### Your Position:

- ☐ Attorney  
☐ EEO Director, Manager,  
Supervisor  
☐ EEO Professional  
(Investigator, Counselor,  
Specialist)  
☐ HR Director,  
Manager, Supervisor  
☐ HR Staff  
☐ Mediator, ADR  
☐ Other Manager,  
Supervisor  
☐ President, CEO, Owner  
☐ Union Representative  
☐ Other \_\_\_\_\_

### How did you learn about this seminar?

- ☐ Brochure in mail  
☐ Colleague  
☐ EEOC event  
☐ Email  
☐ Website/Internet  
☐ Newspaper/ Newsletter  
Professional Organization  
☐ SHRM  
☐ Other \_\_\_\_\_

## ENROLLMENT

Event Code: 16T-CHA-02

First Name \_\_\_\_\_ MI \_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_ Suborg. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

Business Telephone ( ) \_\_\_\_\_ ( if TTY, please check here ☐ )

Fax No. ( ) \_\_\_\_\_ Company/Agency Tax ID Number \_\_\_\_\_

Do you require a reasonable accommodation, due to a disability, to attend this program? ☐ Yes

Describe accommodation requested or special diet needed: \_\_\_\_\_

## REGISTRATION FEE

☐ One day \$349 / \$329\* **Discount Price**

\*Discount price of \$329 available for online registrations received before June 23, 2016. All payments received after May 24 will be subject to a \$349 registration fee. Checks received after May 24 containing insufficient funds will be returned. Mail registrations to: EEOC Training Institute, 6841 Elm Street, Suite 1092, McLean, VA 22101

## PAYMENT TYPE

**Credit Card** ☐ MasterCard ☐ Visa ☐ American Express ☐ Discover

Account # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Card Security Code (3 or 4 un-embossed digits near signature block) \_\_\_\_\_

Cardholder Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Cardholder Email \_\_\_\_\_

Cardholder Address \_\_\_\_\_

☐ **Check** Payable to **EEOC Training Institute** 6841 Elm Street, Suite 1092, McLean, VA 22101

☐ **State/Local Government Entities:** To request an invoice to secure payment via check or credit card, please contact the **EEOC Training Institute at 866-446-0940** or send an e-mail to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov).

☐ Federal Government Agencies must complete the EEOC's Inter Agency Agreement (IAA Form) at the time of registration. Please contact the **EEOC Training Institute at 866-446-0940** or send an e-mail to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov).

### Person filling out this form (if different than registrant)

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

► **REGISTER ONLINE** WITH A CREDIT CARD OR CHECK AT [www.eeotraining.eeoc.gov/tapsmain.html](http://www.eeotraining.eeoc.gov/tapsmain.html)

► **MAIL** to EEOC TRAINING INSTITUTE, 6841 ELM STREET, SUITE 1092, MCLEAN, VA 22101

► **QUESTIONS? CALL** 703-291-0880 or toll free 1-866-446-0940; **or e-mail**  
[eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov)